

COLLEGE RADIO CORPORATION  
Columbus 16, Ohio

October 19th, 1953

Dear Station Manager:

We're happy to advise you that the RCA University Classical Music Program Series is being extended to your station. You will recall that under this program plan your station will be supplied with a basic library of RCA LP's (with more records to be added periodically thru the year), in return for which you agree to schedule an hour broadcast each day, five days a week, featuring RCA selections exclusively and providing simple record credits to RCA Victor.

Enclosed herewith you will find two copies of the contract covering this series and a sheet listing the required credit announcements to be used on the air (plus additional optional announcements you may use if you so desire). Please read over the contract fully and carefully, and don't hesitate to inquire if there are any points about which you would like explanation.

In paragraph two of the contract, fill in the time of day at which you will schedule these programs, and circle the days of the week on which they will normally be broadcast.

As indicated in paragraph seven, we reserve the right to solicit national sponsors for all or any part of these programs, in the usual course of our activities as national sales representatives for the Intercollegiate Broadcasting System. The usual IBS schedule of rates, discounts and commissions will govern our quotations for facilities.

The manager or program manager of your station should sign each copy of the contract, and his signature must be witnessed by someone over 21 years of age (preferably the faculty advisor), who should sign on the line marked "signature of witness." Please return one copy of the contract to us immediately.

RCA hopes to make shipment to you of the basic library (by express from Indianapolis) so that you will receive it between the 8th and 15th of November. We will forward to you, before the 15th, the broadcast report forms you will be asked to use and the envelopes for mailing them. As soon as it is available, we will also provide you with a timing index showing the duration of each selection.

We hope you will find the RCA University Classics Library an addition to your facilities you will find of value for many years to come, and are happy to welcome you to the group of stations participating in the RCA Series.

Sincerely yours,

Enc.

COLLEGE RADIO CORPORATION



October 1941, 1942

Dear Sir:

I am sorry to advise you that the RCA University Library  
Radio Project is being extended to your station. You will recall  
that under this project your station will be operating with a base  
rate of \$100 (which was reduced to \$50 in the year)  
in return for which you agree to schedule an hour broadcast each day, five  
days a week, including the following: exclusively and providing simple re-  
ports on the RCA project.

Enclosed herewith you will find two copies of the contract  
covering this project and a check listing the required station arrangements  
to be used on the air. This additional financial statement you may use  
if you so desire. Please read over the contract fully and carefully and  
don't hesitate to indicate if there are any points about which you would like  
explanation.

In accordance with the contract, all in the time of day at  
which you will schedule these programs, and also the days of the week on  
which they will normally be broadcast.

As indicated in paragraph seven, we reserve the right to sub-  
stitute national sponsors for all or any part of these programs, in the usual  
course of our activities as national radio representatives for the Inter-  
national Broadcasting System. The usual RCA schedule of rates, discounts and  
commissions will govern our quotations for advertising.

The manager of program number of your station should sign  
a copy of the contract, and this document must be witnessed by someone  
over 21 years of age (preferably the station manager), who should sign and  
file marked "signature of witness". Please return one copy of the contract  
to us immediately.

We hope to make shipment to you of the Radio Library by the  
first of November (or later if you will receive it between the 1st and 15th)  
of November. It will be sent to you before the 1st. The broadcast project  
which you will be asked to use and the program for which it is used, as  
it is available, we will also provide you with a printed index showing the  
duration of each selection.

We hope you will find the RCA University Classics Library an  
addition to your facilities. You will find it useful for many years to come,  
and we hope to welcome you to the group of stations participating in the  
RCA project.

Sincerely yours,

COLUMBIA RADIO CORPORATION

Enc.